

How to Use the Medical Commodities Statewide Contract

Contract #: HSP33

Contract Duration: 04/01/11 to 03/31/14

MMARS #: HSP33*

Options to renew: One from 04/01/14 to 03/31/15

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This contract contains: Small Business Purchasing Program (SBPP), Supplier Diversity Office SDO
Contractors & Prompt Payment Discount (PPD)

Last change date: 10/25/12

Contract Summary

This contract covers medical commodities for medical, surgical, urological, or wound care that are used for the provision of healthcare in any setting with the exception of laboratory supplies and equipment, prescription drugs and medical equipment costing more than \$1,000 per unit. The products and services available include:

- disposable equipment
- exam supplies and instruments: blood pressure cuffs, stethoscopes, thermometers,
- first aid products
- germicides, gloves, medical hosiery, protective wear
- IV sets, solutions, supplies and related products
- medical training aids such as manikins
- needles and syringes
- nursing charting and other supplies
- nutritional products including enteral feeding products and supplies
- medical linen, medicated soaps
- patient items: condoms, diapers, incontinence diapers/ briefs/under pads, mouth care products, sick room utensils, ostomy care products

Healthcare equipment with an individual value greater than \$1,000 is not covered by this contract and must be obtained from SWC HSP32 Healthcare Equipment Furniture, Furnishings & Related Services, or its successor contract.

Benefits and Cost Savings

- Competitive published net price lists on Comm-PASS allow buyers to compare prices.
- RFQ is developed for items not on the price lists to get best value.
- Vendors may offer additional market share or \$ volume discounts, or consignment programs.
- May pre-arrange direct billing Medicare Part B or purchaser at that price if lower than the Net Price List.
- Vendors must work with a Purchasing Entity to provide free sample products when the Purchasing Entity is conducting product review or evaluation trials prior to purchase.
- Vendors must arrange for Purchasing Entity training on products and respond to a request for training within ten (10) Calendar days of the request. When Continuing Education Credits are available for the training, the Vendor must make them available.
- Many SDP Plans are inclusive of subcontractors qualified to support a department for services under this contract and also helps a department to meet their SDP annual benchmarks.
- Vendors have local, regional, and national experience and exposure.

Who Can Use This Contract?

Applicable Procurement Law: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00

Eligible Entities:

01. Cities, towns, districts, counties and other political subdivisions
02. Executive, Legislative and Judicial Branches, including all Departments and elected offices therein;
03. Independent public authorities, commissions and quasi-public agencies
04. Local public libraries, public school districts and charter schools;
05. Public Hospitals, owned by the Commonwealth;
06. Public institutions of high education
07. Public purchasing cooperatives;
08. Non-profit, UFR-certified organizations that are doing business with the Commonwealth;
09. Other states and territories with no prior approval by the State Purchasing Agent required;
10. Other entities when designated in writing by the State Purchasing Agent.

Pricing and Purchase Options

Purchase Options: Purchases made through this contract will be direct outright purchases.

Massachusetts State Net Price Lists are posted on Comm-PASS under the Vendor tab for each vendor. The vendors who committed to being Group Purchasing Organizations (GPO) Distributors are: Geriatric Medical & Surgical, Invacare, McKesson Medical-Surgical, and Westnet. They are the only ones able to use the MHA GPO Contracts to establish their maximum acquisition cost in determining their Net Price. To access the MHA catalog go to the [MHA Home Page](http://mhainc.com), which is mhainc.com. Accessing the catalog requires an account number and password.

Quotes: The Purchasing Entity must contact a Vendor or Vendors on the Contract when a product is not on the Vendor's MA State Net Price List for a Quote in the form of a Net Price. The quoted and accepted price remains in effect until the next update of the price list.

Recalls or Notices of Defects: The Purchasing Entity is to receive timely Vendor notice to work together to maintain operations. The Purchasing Entity is not responsible for the cost to replace the item and has the option of receiving a credit instead.

Returns: The Purchasing Entity may return any item in original packaging and in saleable condition within seven (7) calendar days of receipt of order unless at time of the order the Vendor clearly stated in writing that an item was not returnable. A wrongly shipped item received in error for which the Purchasing Entity notifies the Vendor within sixty (60) calendar days of receipt must be replaced, credited, or repaid by check at the option of the Purchasing Entity. The Vendor is responsible for the shipping costs of all returns and restocking charges are not allowed under the Contract.

Delivery: Shipping is free for delivery from the Vendor or for drop shipping directly from a manufacturer or other source within seven (7) calendar days of orders of \$50.00 or more in the same day to the same delivery address. A purchasing entity has the option of agreeing to special charges such as: a delivery charge of up to \$20.00 for orders under \$50.00, expedited (express or overnight) delivery, hazmat fees, or other special handling. All fuel charges or fuel surcharges are prohibited under this Contract.

Ordering: To ensure contract pricing, orders should include language that makes it clear the order is being placed under SWC HSP33. Please ask the vendor to confirm your account number is linked to HSP33.

Vendor List and Contract information

The available contractors are listed below. Supplier involvement in any of the following programs will have the appropriate three to four letter code at the end of the vendor listing. Programs include Small Business Purchasing Program (SBPP), Supply Diversity Office Certification (SDO, Formerly SOMWBA Certification), Supplier Diversity Program (SDP, Formerly AMP), Environmentally Preferable Products Program (EPP), and Prompt Pay Discount (PPD):

1. Geriatric Medical & Surgical Supply	800-442-1205, SDP, PPD 1% within 15 days
2. Gulf South Medical Supply Inc.	904-380-4537, SDP, PPD 1% within 10 days
3. Invacare Supply Group	508-634-5705, SDP, PPD 1% within 15 days
4. McKesson Medical-Surgical/MN Supply	800-328-8111x56960, SDP, PPD 1% within 10 days
5. Medline Industries, Inc.-own brand only	508-478-3713, SDP, PPD 2% within 20 days/1% 30 days
6. Trans Med USA Inc	978-649-1970, SBPP, SDP, PPD 1% within 10 days
7. Westnet Incorporated	781-828-7772, SBPP, SDO, SDP, PPD 1% within 10 days

Detailed vendor information is available on Comm-PASS www.comm-pass.com, click on the “Contracts” tab, in the Document Number box enter Document Number HSP33 (no spaces), click the “Search” button, the page looks almost the same – click on the underlined link “There are 1 Contract(s) found that match your search criteria”, click on the eyeglasses to the right of the HSP33 information, click on the “Vendor(s)” tab to see all vendors, and click on the eyeglasses to the right of any vendor of interest for detailed information.

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Summary of Where to Obtain Important Contract Information

To obtain in depth contract information please go to the Comm-PASS (www.comm-pass.com) website, click on “Contracts” then search by document number HSP33 to locate the following contract information:

Contract User Guide	“Forms & Terms” tab
RFR HSP33	“Forms & Terms” tab
Pricing	“Vendor” tab—bottom of Vendor page